

KETLEY PARISH COUNCIL

TELFORD, SHROPSHIRE



Chairman: Councillor Amrik Jhawar
Interim Clerk to the Council:
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Minutes of the meeting of the Resources Committee of Ketley Parish Council held on Tuesday 28 June 2016 at 5.30 pm at Ketley Community Centre.

PRESENT:

Councillor Dave Elliott (Chairman)
Councillor Mandy Cartwright
Councillor Laura Hodgkinson

Councillor Rajash Mehta
Councillor Sam Millward-Thomas

In Attendance: Andrew Roberts, Interim Parish Clerk and Ann Linton, Community Centre Manager

R16/207 WELCOME

The Chairman welcomed all members to the meeting.

R16/208 APOLOGIES FOR ABSENCE

None were received.

R16/209 DECLARATIONS OF PECUNIARY INTERESTS

Nothing to report.

R16/210 APPROVAL OF THE MINUTES OF THE RESOURCES COMMITTEE HELD ON TUESDAY 24 MAY 2016

RESOLUTION: Cllr Mehta proposed the minutes held on 24 May 2016 as an accurate record, which was seconded by Cllr Millward-Thomas and unanimously agreed by the Resources Committee.

R16/211 UPDATE ON KETLEY COMMUNITY CENTRE

Ann Linton provided an oral report on current activities of the Community Centre together with an update on current room bookings. Ann Linton produced the current Key Register to the Committee. It was confirmed to Members that WEA had now vacated their space within the Community Centre. It had been confirmed that all members of staff were in a position to administer room bookings. It was further confirmed that there would be no Council meetings in August. Anne Linton provided a general update in relation to room bookings and users. Following a discussion it was agreed that there would be a further discussion in relation to the room booking system and other matters at the continued weekly Friday meetings.

R16/212 HEALTH & SAFETY

It was noted that there was nothing to discuss in connection with Health & Safety since the previous meeting. The Topple Testing Training was confirmed for 15 July 2016 in connection with the Garden of Rest, a number of Members indicated their wish to attend. It was suggested that as part of their role the Resources Committee could hold an informal meeting at the Garden of Rest in place of their usual monthly meeting. There was a discussion in relation to incidences of trespassing at night at the Garden of Rest particularly given that the gates were now longer locked at night. It was agreed that any incidents should be logged and fed into the review that had been previously agreed at Full Council. Members also noted the lack of a directional sign to the Garden of Rest but noted that this would be a Telford & Wrekin Council issue.

R16/213 STAFFING UPDATE

There was nothing further to report, other than an update report that would be provided in the exempt section of the meeting.

R16/214 TRAINING AND DEVELOPMENT

Members noted that staff were still undertaking Ollie Training.

R16/215 NOTIFICATION OF PRIVATE SESSION UNDER PUBLIC BODIES ACT 1960

Cllr Millward-Thomas provided a detailed report following the appointment of the new Parish Clerk, and provided details of the agreed terms and conditions and that satisfactory references had been obtained. It was agreed that

the commencement date for the new Parish Clerk would be the 2 August 2016. In connection with the Interim Clerk it was agreed that further locum cover would be required on a weekly basis until the new Clerk was in position.

R16/216 AGENDA ITEMS FOR NEXT MEETING

- Permanent Clerk position

R16/217 TO CONFIRM THE DATE OF FUTURE MEETINGS

- Tuesday 19 July 2016 at 5.30 pm at Ketley Community Centre

Signed:
Chairman of Ketley Parish Council Resources Committee

Date: 19 July 2016